

Student Name: _____
Student ID #: _____

September, 2018

WHITE MOUNTAINS COMMUNITY COLLEGE
2020 Riverside Drive, Berlin, NH 03570

OFFICE MANAGEMENT

MEDICAL CONCENTRATION

TRANSCRIPT CHECKLIST

Minimum Credit Hours Required for A.S. Degree 60

MAJOR SPECIALIZATION / RELATED COURSES - (33 Credits)

COMP120W Quantitative Decision Making (3) _____	OTM120W Office Systems/Procedures(3) _____
MEDA105W Legal/Ethical Issues in Healthcare (3) _____	OTM213W Internship Seminar (3) _____
MEDA211W Pharmacology (3) _____	OTM220W Medical Billing (3) _____
OTM113W Formatting in Word (3) _____	OTM225W E/M Coding and ICD-10 (3) _____
OTM117W Medical Terminology (3) _____	OTM226W Coding with CPT (3) _____
	RRM201W Intro to Human Resources (3) _____

LIBERAL ARTS - (27 Credits)

ENGLISH - (7 Credits)

ENGL120W College Composition (4) _____
ENGL211W Technical Writing (3) _____

HUMANITIES - (3 Credits)

HUMA240W Critical Thinking Sem. (3) _____

MATH - (4 Credits)

_____ (4) _____

SCIENCE - (4 Credits)

BIOL120W Human Biology (4) _____

SOCIAL SCIENCE - (3 Credits)

_____ (3) _____

LIBERAL ARTS - (6 Credits)

ENGL225W Oral Communication (3) _____
_____ (3) _____

All courses required unless otherwise indicated.